

**CLAY COUNTY BOARD OF COMMISSIONERS**  
**8:30 A.M., TUESDAY, AUGUST 25, 2020**  
County Board Room, 3rd Floor, Courthouse  
**MINUTES**

The Clay County Board of Commissioners met in regular session with the following Commissioners present: Frank Gross, Jim Haney, Kevin Campbell, Jenny Mongeau and Grant Weyland. Others present or joining remotely: County Attorney Brian Melton, County Administrator Stephen Larson, and Senior Administrative Assistant Colleen Eck.

**CALL TO ORDER**

Chair Gross called the meeting to order.

**APPROVAL OF AGENDA**

On motion by Commissioner Haney, seconded by Commissioner Campbell, and unanimously carried, the Board approved the agenda with one addition: 1) Request to Approve Resolution 2020-25 to enter into a grant agreement with MN Dept. of Veterans Affairs to conduct a County Veterans Service Office Operational Enhancement Grant Program.

**CITIZENS TO BE HEARD**

During this pandemic, citizens continue to have the opportunity to share feedback at Board meetings via website link. Mr. Larson did not receive any requests for this meeting.

**APPROVAL OF MINUTES**

On motion by Commissioner Campbell, seconded by Commissioner Mongeau, and unanimously carried, the Board approved the minutes from August 4 and 11, 2020.

**APPROVAL OF PAYMENT OF BILLS AND VOUCHERS**

On motion by Commissioner Weyland, seconded by Commissioner Haney, and unanimously carried, the Board approved payment for bills and vouchers.

**COVID-19 UPDATE**

Public Health Director Kathy McKay and Nursing Director Jamie Hennen were present with handouts on the latest data on COVID-19. Ms. McKay announced the current number of COVID cases in Clay County is at 830 and number of deaths remain at 40. From that total, 760 are out of isolation. In Minnesota there have been 70,298 positive COVID cases, 717 new cases, and 1,771 deaths. The 14-day case rate for Clay County is at 8.6. Ms. McKay continues to work with the ND Public Health Lab to obtain better information on positivity rates for Clay County. A few more contact tracers have been hired. The data she provides weekly is preliminary, and always changes as cases are investigated. It is updated as data comes in. There is always some delay in the data sets. As more information comes in the numbers get updated. They post a disclaimer on their data. They are also working closely with the colleges and handling each situation that comes up.

Ms. Hennen stated that she and Ms. McKay are part of the regional support team for K-12 schools. Their welcome meeting was yesterday. Saliva tests are available for anyone who is symptomatic or was exposed. MN Department of Health (MDH) believes the tests are reliable and should be done five to seven days after

exposure. Guidance is available for PPE for school nurses and gym classes. MDH will be participating in COVID vaccinations. The Center for Disease Control was impressed with MDH's relationship with the local pharmacies. Vaccinations will be distributed to pharmacies. The critical workers and vulnerable population will be vaccinated first.

#### **CARES ACT COMMITTEE UPDATE**

County Administrator Stephen Larson and Human Resources Director Darren Brooke provided a handout and briefed the Board on what has been approved by the CARES Act Committee. The business relief plan application process is underway. Mr. Brooke and Mark Sloan head the review committee. They have reviewed 27 of the 38 applications that have been submitted. If there is a dispute, it will come before a five-member review committee, and if there are still questions, the full CARES Act Committee will address it. Commissioner Campbell suggested advertising the business relief plan application process in the local papers and on social media. Mr. Larson noted that letters and a sample resolution have gone out to all the townships and cities of Clay County and the deadlines were provided. Examples of items that are covered include masks, tents for social distancing, supplies for spacing and sneeze guards. They can also transfer the dollars to their local fire and rescue departments. The application has just four questions and a signature line. The CARES Act Committee has had two meetings a week for two to three hours at a time. AMC provided a webinar with more information on funding and where it could be spent. Projects must be completed by December 1<sup>st</sup> with no leeway. Mr. Brooke prepared a spreadsheet for expenditures and will update it weekly.

#### **REQUEST TO APPROVE RESOLUTION 2020-25 TO ENTER INTO A GRANT AGREEMENT WITH MN DEPT OF VETERANS AFFAIRS TO CONDUCT A COUNTY VETERANS SERVICE OFFICE OPERATIONAL ENHANCEMENT GRANT PROGRAM**

Veterans Services Officer Curt Cannon was present with a resolution for their Operational Enhancement Grant Program for 2021. The grant is in the amount of \$12,500.

On motion by Commissioner Weyland, seconded by Commissioner Haney, and unanimously carried, the Board approved the following resolution:

#### **RESOLUTION 2020-25 OF CLAY COUNTY**

**BE IT RESOLVED by Clay County that the County enter into the attached Grant Agreement with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: County Veterans Service Office Operational Enhancement Grant Program. The grant must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in Minnesota Laws 2019, Chapter 10 Article 1, Section 37, Subdivision 2. This Grant should not be used to supplant or replace other funding.**

**BE IT FURTHER RESOLVED by Clay County that Curt Cannon, the County Veterans Service Officer, be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the County.**

#### **PRESENT INFORMATIONAL DATA AND REQUEST TO SCHEDULE PUBLIC HEARING FOR INPUT ON BODY WORN CAMERAS FOR SHERIFF'S OFFICE**

Sheriff Empting and Lt. Schroeder provided information on body worn cameras for the Sheriff's Office. Sheriff Empting referred to an interaction that occurred a couple weeks ago where body cameras would have been valuable. They provide an extra layer of protection and would assist in complaints and reports. They are working to strengthen their relationships with the public. He commented that their word used to be good enough, but it's no longer good enough. Their camera data would be stored on the County server. It is important to comply with the state statute by conducting a public meeting. Lt. Schroeder is looking at equipment and has a test camera on the way. Funds for the body cams would come from internal service funds. Proceeds from the fall auction will go into the internal service funds.

On motion by Commissioner Weyland, seconded by Commissioner Haney, and unanimously carried, the Board tentatively approved scheduling a public hearing for September 22<sup>nd</sup> to allow for public input on body worn cameras for the Sheriff's Office.

**REQUEST TO ADOPT RESOLUTION 2020-24 FOR CLAY COUNTY MULTI-HAZARD MITIGATION PLAN:** Emergency Management Director Gabe Tweten requested adoption of Resolution 2020-24 for the Clay County Multi-Hazard Mitigation Plan. FEMA has reviewed and approved the plan. County Board approval is part of the process to get the plan adopted.

On motion by Commissioner Campbell, seconded by Commissioner Weyland, and unanimously carried, the Board executed Resolution 2020-24:

**RESOLUTION 2020-24  
ADOPTION OF THE CLAY COUNTY ALL-HAZARD MITIGATION PLAN**

**WHEREAS**, Clay County has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

**WHEREAS**, the Act establishes a framework for the development of a County Hazard Mitigation Plan; and

**WHEREAS**, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

**WHEREAS**, the Clay County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

**WHEREAS**, the Clay County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

**WHEREAS**, the Clay County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Clay County will maintain public participation and coordination; and

**WHEREAS**, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

**WHEREAS**, the Clay County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

**WHEREAS**, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

**NOW THEREFORE BE IT RESOLVED** that Clay County supports the hazard mitigation planning effort and wishes to adopt the Clay County All-Hazard Mitigation Plan.

**REQUEST FOR APPROVAL TO REDUCE RETAINAGE FOR GLYNDON URBAN RECONSTRUCT PROJECT (SAP 014-619-019/SP 014-090-006) TO 2%:**

County Engineer David Overbo requested the Board approve reducing the retainage for the Glyndon Urban Reconstruct Project from 5% to 2%. The project is 98.5% complete and only punch list items remain. They expect to complete it by September 1<sup>st</sup>. The remaining 2% retainage amounts to \$133,000.

On motion by Commissioner Mongeau, seconded by Commissioner Haney, and unanimously carried, the Board approved reducing the retainage for the Glyndon Urban Reconstruct Project (SAP 014-619-019/SP 014-090-006) to 2%.

**COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSIONS**

*Many of the following committee reports are from virtual or remote meetings.*

- Commissioner Campbell attended meetings for CARES Act Committee (2); Prairie Lakes Municipal Solid Waste Authority; and met with a landowner regarding easement payments.
- Commissioner Mongeau attended meetings for CARES Act Committee (2); Planning Commission; Lakeland Mental Health Center; AMC Extension Committee; MetroCOG Board; Motor Vehicle Plans; and a CARES Act Webinar.
- Commissioner Weyland reported on a Landfill Construction meeting.
- Commissioner Gross attended a meeting for the Historical and Cultural Society of Clay County.
- Administrator Larson attended meetings for CARES Act Committee (2); Departmental Issues; Coronavirus Funds; County Management; 2021 Budget Discussions; Delta Dental; AMC County Administrators; Regional County Administrators; Calls on infrastructure category for Coronavirus funds; Preliminary Budget; and took part in a press conference.

The meeting adjourned at 9:40 a.m.

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Frank Gross, Chair  
County Board of Commissioners

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Stephen Larson, County Administrator